

layout for living

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Library,
Central Mortgage Housing Corp³/₄

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layout for living

no. 8, october 1947



a word from the president

In this issue the provisional Council of the Association gives an account of its stewardship. Actually the achievements of the Association to date are the result of the labour of many hands. The hard working and very able Secretary Treasurer (more properly Executive Director) has understandably taken the largest single share of responsibility. But his efforts would have been ineffective without the assistance so freely given to him by individual citizens and groups of citizens throughout the country; that aid springs from their concern to get community planning under way. Finally, the vision of Central Mortgage and Housing Corporation — both in assembling a few volunteers fifteen months ago, and in willingly underwriting our efforts since — has been a match for the enthusiasm maintained in our ranks.

As was inevitable, the first year of the Association's history has been taken up largely with the tasks of organization. These foundation stones are now firmly in place, which is no small accomplishment in a country as large as Canada; and upon them has been built enough of a superstructure for the Association to begin to do business as a national clearing-house and educational centre.

During the past six months, through scores of local meetings, half a dozen provincial conferences, exchange of correspondence, and particularly through the stimulus of LAYOUT FOR LIVING, the idea that the ordinary citizen must participate in community planning has been widely discussed at least — if not yet actively implemented.

This is perhaps as much as could be expected in ten months of operations. The real test will come at the Montreal Conference and in the months immediately succeeding it. We now have in CPAC a going concern, with Members, headquarters, staff, budget, and at least the beginnings of a program. Can we with these means at our disposal arouse the interest of large numbers of laymen in community planning?

What concerns CPAC is the *dynamics* of community planning. We recognize, of course, the essential contributions of professional planners; but we have a clear conviction that to materialize their schemes, they must be backed by the popular will. This is how we got responsible government, popular education and such democracy as we have in other areas of life. It will be the same with the moulding of our common physical environment in response to our common aspirations. We shall have good communities, with space and air for healthy living, and equipped with essential services, when and only when we succeed in making community planning a *people's* movement.

R. J. Davis

community planning association of canada, ottawa

town planning and public relations

by max lock

Where no one is consulted plans are foiled; where many are consulted they succeed.—Proverbs 15, v. 22.

Two hundred years ago our town planning was mostly left to the Bigwigs. The cities were built for display, but with dignified restraint. They stood at least one test—the test of contemplation. A hundred years ago Victorian jerrybuilders were running up their rapacious improvisations and made black chaos of our towns. Between the wars, new houses on green sites were built by the back-room boys. They made neat schemes as cold and emotionally antiseptic as the drainage systems, by-laws and building lines, which bound fast any free play between buildings and the site. We have both been rude to nature and peremptory with man who needs warmth and society, and above all beauty and variety in his town life.

The Problem

Today a third of the population lives in the ugly, blighted centres of our towns, while another third lives in the garden suburbs. But as towns became cleaner and less smoke-ridden they also became more socially sterile. In building houses we forgot community life, and we forgot that town planning is men and women before it is bricks and mortar. We are now painfully aware of the fact that civic design is not a superficial cosmetic but springs out of the organic structure of the town itself for we are gradually becoming conscious of the many maladjustments of town life. Maladjustments reflected in unbalanced industry, congested transport, obsolete housing, social problems, road deaths, delinquency, and a host of ills bound up with a neglected and misshapen environment. Appalling contrasts of standard as between the central, blighted areas and the newer outer suburbs is revealed in recent surveys of large industrial cities.

We now have a spate of blue-books, and a Government planning drive of unprecedented proportions: beautifully produced and highly subsidized planning manuals have appeared by the score, but they do not rebuild worn-out towns.

Towns may pay heavily to get themselves planned, but bought plans never get built. The only plans the people believe in are the plans they make themselves.

Not only in our blighted towns but wherever new towns are to be established, detailed economic and social research is necessary over a wide region. Conflicting interest between inhabitants and newcomers must be reconciled, calling for urban statesmanship on a great scale. An important part of this is the preparation and persuasion of a nucleus of the people who would benefit by moving out from the metropolis to the new town. Only this, the personal approach, is essential by people who understand the problem on the job. Technocrats at the drawing boards by themselves are bound to fail. We are finding that these great problems require team work and continuous constructive zeal.

The People's Part in Planning

Ancient Athens, Florence, medieval Chartres produced in their making remarkable public participation. This citizen participation is what we are aiming at today. How can it be achieved?

Planning is a democratic process. As such, it can only work in a true democracy. Citizens, as the planners' clients, have a right to be consulted. How are the people consulted?

Survey

First there is the leavening influence of the survey. People like giving. Especially advice and information. Correct information is the life-blood of the plan. It should be injected and canalized into every part of its structure. We cannot assess the damage that is done to planning by plans that are inaccurate, drastic or capricious, which only exasperate and confuse intelligent citizens. A healthy plan depends more than anything else upon the way in which the survey is undertaken and applied. The survey comprises the carefully ascertained needs of widely diverse specialists who live in the town; shopkeepers, housewives, doctors, bus drivers, business magnates, factory workers, teachers, schoolchildren, athletes, parsons and pubkeepers. They all have their ideal Utopias in which they are the centre of reasonable and appreciative society. They all know what they could do if only conditions were different. The planner must test all these particular plans and weave them into a single whole. A masterplan is, of course, a multiplicity of plans hanging together as one flexible organic whole.

Exhibitions

Obtaining accurate information is a means of identifying people with their plan. To achieve this identification the planning team must be on the job and among the people. They must have a central office with a large permanent exhibition hall in which people are free to come and consult plans, models and maps, and discuss their problems. One or more of the planning team should always be available for this purpose.

The Press

Through newspaper announcements people are asked to consult with planners before developing their private building plans. The local Press is a great ally of the planner. The broad, free platform of continuous discussion, where private Utopias, pulverized in public, make people talk. Meanwhile the planner delivers his plan against this continuous hum, turning out his drawings and reports with something of the energy with which the Queen Bee populates her hive; and if he, or she, is lucky the people adopt the plan as their own. In Middlesbrough we were lucky. Over 4,000 people were consulted, and 22,000 had seen the exhibition of the plan and given their comments and criticism. The plan was accepted by the Council without a dissentient vote.

The Radio

The B.B.C. might do more than they do to help our town and countryside. Local radio stations would assist greatly in disseminating opinion and discussion on local and regional planning problems. There is a great future for such a local program, in which local affairs could be discussed. Local television, too, will do much to make people conscious of environment, and the part they can play in reshaping it.

Education

I have found that by far the best audiences are young people in their late teens. They are the most planning-conscious, and they have the biggest interest in long-term planning. Enormous influence can be exerted by schoolteachers having a vital appreciation of the economic, social and aesthetic objectives of planning.

The People's Part in Rebuilding

In an age of slogans, we fall into the mistake of regarding planning as a panacea. Planning, like other abstractions such as "nationalism," "trades unionism," "democracy," is in danger of becoming a huge abstract symbol totally divorced from the real human values that lie behind it. In an organized age, public relations on a personal level are all the more necessary if planning is to mean anything to the ordinary man or woman.

The democratic method has to face the supreme test in difficult stages of implementation. In getting our towns built in a social age we require a complete reversal of the usual role of the planning administrator, who in the recent days of private initiative was anonymous, impersonal, remote; merely accepting or rejecting schemes deposited. Today, he must himself take the initiative. He is becoming the steward of environment. Where individuals' interests or pockets are touched the need for diplomacy is very great. Once the interest in a town plan has been fostered, what follows?

- (1) There must be a continuity between the making of the plan and its implementation. The parents of the plan should be consulted in its upbringing.
- (2) Planning offices need to be organized as a clearing house for information from all local authority departments. The results being pooled, sifted and published.
- (3) Annual publications of achievement in planning on the lines of the Medical Officer of Health's reports are needed, but more information, more attractively presented. Broadsheets and Press articles should also appear throughout the year.
- (4) The formation of Citizen Advisory Groups under the auspices of the Mayor, together with the neighbourhood planning groups are necessary to keep the public in close touch with their elected representatives on the Planning Committee.
- (5) With the imminent introduction of the Control of Land Use Bill, with its promise of great powers in wholesale reconstruction of central areas of towns, the right type of Planning Officer is essential—a development officer who has the authority and the knowledge to take the initiative in development, and to overcome the legal and financial difficulties, much as a resourceful Town Clerk does now. This is very well handled in Holland, in Middelburg and Rotterdam, where impressive new streets and shops and houses have already been built in the blitzed areas.
- (6) Planning can no longer be a sideline of an overburdened engineer's office. We are finding that the planner is becoming the medical officer of environment, and, as such, the spearhead of democratic action as between neighbouring authorities and as between the many conflicting elements within the town itself.

- (7) Finally, Cost. The Middlesbrough survey cost a little under 2s. a head of the population for the year. If 2s. 6d. a head per year were to be spent in all our towns, we could do five million pounds a year achieve, in a country that has recently spent fifteen million pounds a day on destruction, a high degree of order in our environment.

Having muddled through without a plan in the past, we are now on the way to becoming reformed: we are now trying to muddle through according to plan. But no plan can succeed which is not backed by the force of public opinion, for, as Mr. Justice Uthwatt has reminded us: "Planning exists not for the planners, but for the planned."

—slightly condensed from

Town and Country Planning (Autumn 1946).

reports of committees:

nominating committee

In accordance with Section VI of the By-laws of the Association, your Council has named a Nominating Committee, composed of Miss Joy Maines, Mr. Norman MacRostie and the undersigned. It has been the duty of this Committee, after the Divisions named their representatives to the new Council, to secure the names of sufficient willing nominees to make up the full complement of thirteen Councillors.

Sixty days prior to the First Annual General Meeting (i.e., on August 3rd last) the following persons had been duly named in writing:

- Mr. R. T. Donald (Chairman of Nova Scotia Division)
- Mr. H. E. Beresford (Manitoba Division)
- Mr. P. Alan Deacon (Ontario Division)
- Mr. Eugene Chalifour (Quebec Division)
- Mr. W. Brand Young (British Columbia Division)
- Maj. Gen. H. A. Young (Central Mortgage and Housing Corporation)
- Your Committee accordingly met to nominate at least seven additional persons, and is pleased to report that the following Active Members have agreed to stand for election to the Council for the period beginning at the First Annual General Meeting:
- Mr. Humphrey S. M. Carver (School of Social Work, University of Toronto)
- Mr. R. E. G. Davis (Executive Director, Canadian Welfare Council, Ottawa)
- Mr. Warren Jeffrey (Sales Engineer, Ottawa)
- Miss Esther Kerry (Social Worker, Montreal)
- Mr. George Mooney (Director of Economic Development Bureau, Montreal)
- Mr. Blaine Pugh (Chairman of Town Planning Commission, Fredericton)
- Mr. Elroy Robson (Canadian Congress of Labour, Ottawa)
- Mr. Lionel Scott (Technical Advisor, Recreation Commission, Edmonton)

Your committee appreciates the considerations which obliged some Members regretfully to decline to stand for election to the new Council; both these considerations and the practical necessity, from the point of view of expediting the routine business of the Association, of ensuring that the Council can be quickly called together, are reflected in the list submitted. It is our duty to add that nominations may also be made from the floor of the Annual General Meeting by any two Members in good standing.

Respectfully submitted,

JOHN M. KITCHEN,
Convener of Nominating Committee.

secretary-treasurer's report

During the first year of its incorporation, CPAC has established provincial Divisions on a firm footing in British Columbia, Manitoba, Ontario, Quebec and Nova Scotia. In addition to seven Branches in those provinces, others have met from time to time in Edmonton, Calgary, Regina, Prince Albert, Moncton, Fredericton and Saint John to discuss their local planning problems and the role of this Association in relation to them. Although CPAC has had only a few months of active work, it has already begun to realize the conviction of its founders—that widespread potential interest in community planning needed only modest resources of communication to be enlisted in a sharpening demand for effective action. We have now to strengthen the lines of communication in both directions, and to meet nationally for the first time to see in what ways our action can be most effective at local, provincial and national levels.

It has been the privilege of your Secretary during the year to visit almost every organized group of Members from Victoria to Halifax, and to try to convey back to the Council something of the zeal encountered in every centre where CPAC Members have met. No one is more conscious than your Secretary that it is in the active devotion of local Branches to the better physical development of their own communities that the future strength of the Association lies.

The national Council has met three times up to August 31, 1947. The first meeting took place at the time of incorporation; officers were elected and the broad lines of the CPAC program discussed. Standing committees were named. The second meeting of Council considered the detailed proposals of committees, particularly as to the initial circulation of information about the Association and about planning in Canada. Financial arrangements were also provisionally made. The third meeting of Council was largely taken up with a review of progress to date, and with plans for the First Annual Meeting and National Conference.

A national voluntary group, such as your Council, must plainly be content with meetings at infrequent intervals; the corollary is that its Executive and other Committees must be given wider powers and more onerous responsibilities than they might care to assume in other circumstances. The Executive Committee has met informally in Ottawa rather more than once a month; other committees have been able to conduct a good share of their routine business by mail. Your Secretary is deeply grateful to the Officers, Councillors, members of committees, leaders of Divisions and Branches, and not least to his associates in the office, without whose uniformly generous co-operation his task would have been completely refractory.

Appended below is a preliminary statement of the finances of the Association. It is intended only to indicate for the information of Members and the guidance of the Council the broad classes of receipts and expenditures in the first ten months of operation, to August 31, 1947. The statement is subject to audit.

Financial Statement—from 16 Sept. 1946 to 31 Aug. 1947

Receipts	
Grant (Central Mortgage and Housing Corp.)..	\$10,000.00
Membership fees, collected from Members	1,229.88
	\$ 11,229.88
Deduct: Expenses	
Printing, Art Work, etc.	\$3,671.44
Grants to Provincial Divisions	2,000.00
Travelling expenses	1,612.28
Postage	175.00
Office supplies	123.07
Membership in other organizations.	92.96
Bank charges	27.14
Sundry expenses (express, phone, etc.)	134.31
Balance (in bank) August 31, 1947	\$3,393.68

Respectfully submitted,
ALAN H. ARMSTRONG,
Secretary Treasurer.

membership committee

Article IV of the By-laws of the Association requires the Council to name five of its members as a Membership Committee. In the first year your Council named Messrs. Davis, Bengough, Hazelgrove, Kitchen and MacRostie to serve on this Committee. The Committee has met only infrequently, most of its business being conducted through mailed lists of applicants circulated weekly by the Secretary to its Members.

As of the end of the Association's year (August 31, 1947) there are in the Association 15 Sustaining Members and 283 Active Members. In the principal regions the Membership is as follows:

British Columbia	78
Prairies	29
Ontario	78
Quebec	71
Maritimes	40
U.S.A.	2
	298

The Committee has noticed throughout the year that those activities most effective in enlisting new members are the meetings arranged by local Branches of the Association for the discussion of local problems in planning. That there have been so many successful meetings of this kind, in proportion to the number of Branches, is an indication of the energy and ability of the leadership of CPAC Branches. It is to be hoped that activities of this kind will expand in the coming year, for they constitute a most effective way "to foster public understanding of, and participation in, community planning in Canada."

Respectfully submitted,
NORMAN B. MACROSTIE,
Convenor of Membership Committee.

By-laws of the
Community Planning
Association of Canada

I Object

The object of the Association shall be to foster public understanding of, and participation in, community planning in Canada.

II Head Office

The Association shall have its head office in the City of Ottawa, Canada.

III Members

The Association shall consist of Honorary Members, Sustaining Members and Active Members. Honorary Members shall comprise those persons who in the opinion of the Council show continuing interest in community planning and an ability to contribute to the object of the Association. Sustaining Members shall comprise Corporations, Societies or other groups or individuals who shall have been elected to Sustaining Membership in the Association. Active Members shall comprise those individuals who shall have been elected to Active Membership in the Association.

IV Admission and Withdrawal of Members

Honorary Members shall be named by the Council for a period of one year and shall enjoy the privileges of Active Membership. The Council shall not be required to name Honorary Members in every year.

The Council shall appoint five of its members to constitute a Membership Committee whose function shall be to review each application for Sustaining or Active Membership. The sole requirement for such Memberships shall be unselfish interest in the object of the Association. A majority vote of the Membership Committee with reference to any application shall be final. Any member in good standing may at any time resign from the Association.

V Fees and Contributions

Honorary Members shall not be required to pay an annual fee but may make donations in support of the work of the Association. The annual membership fee for Sustaining Members shall be Twenty-five Dollars (\$25.00). The annual membership fee for Active Members shall be Three Dollars (\$3.00). All annual fees shall be due and payable in advance on the first day of September each year.

Nothing herein contained shall preclude the acceptance of donations from any source in support of the work of the Association, but such acceptance shall be subject to review by the Council.

VI Council

The Council of the Association shall consist of thirteen Active Members and shall perform all the functions of a Board of Directors. One Councillor shall be appointed annually by Central Mortgage and Housing Corporation and shall serve for a term of one year. One Councillor shall be elected by each Provincial Branch of the Association established in accordance with Section XII of these By-laws and each such Councillor shall hold office for a term of three years, save that of the Councillors elected by Provincial Branches prior to the Annual Meeting held in the year 1947 three Councillors shall hold office for a term of two years only and three Councillors shall hold office for a term of one year only. The name of the Councillor elected by each Provincial Branch of the Association shall be reported in writing to the Secretary Treasurer not less than sixty days prior to the Annual General Meeting of the Association. In the event of the failure of any Provincial Branch of the Association to so inform the Secretary Treasurer before the said date a Councillor shall be elected to fill the said vacancy at the Annual General Meeting in accordance with the procedure set out in the next sentence. There shall be elected at each Annual General Meeting sufficient Councillors to bring the total membership of the Council to thirteen. The Councillor receiving the greatest number of votes shall be elected for a term of three years and other Councillors shall be elected for a term of one year. All Councillors shall hold office until their successors have been duly elected or appointed as the case may be.

The Council shall appoint a Nominating Committee whose function shall be to prepare in advance of each Annual General Meeting a list of names of Active Members willing to serve as Councillors if elected at such Annual General Meeting and sufficient nominations shall be made so that there shall be at least one member nominated for each vacancy in the Council to be filled at such Annual General Meeting. Nominations may also be made at the Annual General Meeting by any two Members in good standing.

In the event that a vacancy occurs in the Council at a time other than an Annual Meeting, the vacancy shall be filled by an appointment made by the Provincial Branch in the case where the representative of such Provincial Branch is unable to complete his term of office on the Council, or the vacancy shall be filled by an appointment made by the Council in the case where the Councillor unable to complete his term of office was elected by the membership at large. In any case a Councillor appointed to fill such vacancy in the Council shall hold office in the Council only for the unexpired term which would normally have been served in the Council by the Councillor he replaces. Any Councillor may resign from his office by notice in writing addressed to the Secretary-Treasurer.

VII Officers

The Council shall elect from among its members a President, a Vice-President and one additional Councillor and these three Officers shall constitute an Executive Committee to carry on the business of the Association in accordance with the decisions of the membership at large and of the Council.

The Council shall appoint a Secretary Treasurer who may be a member of the Council. The Secretary Treasurer may be paid an annual honorarium to be fixed by the Council. The Council may employ such other persons as may be required to carry out the work of the Association. Any Officer may resign from his office and the Council shall then appoint an Officer to serve in his place.

VIII Management

The affairs of the Association shall be managed by the Council. The President, or in his absence the Vice-President, shall preside at all meetings of the Association and of the Council and shall be ex-officio a member of all committees. The Secretary Treasurer

shall present the business for each meeting of the Association or the Council, and shall keep a record of the proceedings thereof; he shall attend to and keep records of the correspondence of the Association; he shall attend to the collection of fees and other moneys due to the Association and shall certify as to the accuracy of all bills and vouchers presented for payment, and he shall prepare for presentation to the Annual Meeting a financial statement of the affairs of the Association for the preceding year, which shall be audited. It shall be the duty of the Secretary Treasurer to send out all notices of meeting and generally to carry out the instructions of the membership at large, the Council and the Executive Committee. The Secretary Treasurer shall be the custodian of the seal of the Association and shall certify all documents required to be certified thereunder. In the absence of the Secretary Treasurer the President shall appoint a substitute.

IX Auditor

There shall be appointed at each Annual General Meeting an Auditor who shall be a Chartered Accountant.

X General Meetings

The Annual General Meeting of the Association shall begin on the first convenient day as fixed by the Council following the first day of September but not later than the last day of October, and notice thereof shall be mailed to Members at least thirty days before the date so fixed. Each Honorary, Active or Sustaining Member in good standing shall have one vote. Each Sustaining Member may designate a person by proxy deposited with the Secretary Treasurer two days prior to the Annual Meeting or Special General Meeting, such person to vote on his behalf at such Meeting. Thirteen persons qualified to vote shall form a quorum. A Special General Meeting shall be called by the President on the written request of ten members, notice of such meeting to be sent within 10 days of the receipt of such request, and the meeting to be held not later than 30 days nor earlier than 20 days after notice of such Special General Meeting has been mailed to all Members. Such notice shall contain a statement of all the business to be transacted at such meeting.

XI Council Meetings

The Council shall meet on such dates as it may decide or at the call of the President. The agenda of the business to be transacted shall accompany each notice of a Council Meeting. Members of the Council not able to attend the meeting may transmit to the Secretary Treasurer their views on the matters to be taken up, and such views shall be given due consideration by the Council. Five members of the Council shall form a quorum.

The Association may provide financial assistance to members of the Council to defray expenses incurred by them in attending meetings of the Council.

XII Provincial Branches

A Provincial Branch may be formed in any Province in Canada, and such Provincial Branch may form such sub-branches in the Province as may be desired. Immediately after organization each Provincial Branch shall submit to the Council of the Association a copy of the proposed by-laws of the Branch and such Provincial Branch shall not be considered duly established until such by-laws have been approved by the Council. Amendments and new by-laws of any Provincial Branch shall be dealt with in the same way. The by-laws of any Provincial Branch shall provide that the Annual Meeting of such Branch shall take place not later than the last day of June of each year.

The Association may provide assistance, financial or otherwise, to any Provincial Branch to facilitate the organization and maintenance of such Branch.

XIII Amendments

Proposed amendments or additions to the By-laws of the Association shall be submitted in writing, signed by three Members, to the Secretary Treasurer thirty days before the date of an Annual or Special General Meeting of the Association. They may also be introduced directly by the Council to such Meeting. The text of proposed amendments or additions to the By-laws shall be mailed to all members not less than fifteen days prior to such Annual or Special General meeting. An affirmative majority vote of the Members present or represented by proxy vote shall be necessary for the adoption of any such amendment. Such amendments shall not be in force or acted upon until the approval of the Secretary of State of Canada has been obtained.

editorial committee

At the first meeting of the provisional Council of the Association considerable time was spent discussing the informational task we face. In the words of the Minutes "it was generally agreed that the Association's predominant function was the exposition of technical findings to lay audiences, and the reporting of action by lay groups" in the community planning field. An Editorial Committee was named, made up of Messrs. Davis, Kitchen, MacRostie, Hazelgrove and the Secretary; it met shortly after the incorporation of the Association.

In addition to many purely mechanical arrangements for paper and printing, your Committee had the much more important job of deciding at the outset what processes were understood by professionals as coming within the term "community planning"; what presentation of these processes was most likely to stimulate lay discussion of them; what segment of the Canadian public would provide local leadership in discussions of planning; what questions arising from these discussions could now be answered by experts, and what other questions most urgently needed further expert study. The Editorial Committee was encouraged to regard its product as a two-way instrument, through which the opinions of competent authors might go out, and the reactions and aspirations for their surroundings of an ever wider number of interested Canadians would come back.

It was agreed that a nation-wide Association like CPAC could best be linked together as an effective movement, pursuing a clear set of common aims, by the regular circulation of printed material; this would be supplemented, since the nature of planning activity requires it, by occasional graphic projects: displays, films, etc. These occasional projects, and radio discussion of planning matters, could be given greater effect by relating them to the sustained flow of bulletins.

Layout for Living

Accordingly, our first efforts were concentrated in LAYOUT FOR LIVING. In view of probable reduction of CPAC activities in the summer months, publication ten times yearly seemed appropriate. Mechanical facilities and supplies available dictated the general format, the printer and the paper stock. The typography was specified by artists of the National Film Board, who have also provided many of the illustrations.

The Committee early discussed the question of a French edition of LAYOUT FOR LIVING. With the views of officers of the Quebec Division before it, the decision was made to concentrate on a single edition containing short passages in French whenever they presented themselves as appropriate.

The Committee has been aware of the difficulty of choosing specific examples to illustrate a planning argument: generalities without examples are dull, yet urban specimens familiar to all Canadians are rare. The planning of residential areas is however of universal interest, and has been treated and illustrated in almost every issue. Similarly, the planning of the national capital region was considered a matter of country-wide interest. The only report to emanate from the National Capital Planning Committee has been made the subject of a short article, which presented to interested Canadians salient facts that they could obtain through no other medium of which your Committee knows.

The first issue of LAYOUT FOR LIVING appeared early in 1947; it was devoted largely to an explanation of the Association's background, structure and purpose. The second, containing an eloquent plea by a distinguished Canadian student for the building of communities rather than mere dwelling units, was illustrated with plans of Canadian and Commonwealth communities so conceived. The next issue was a first essay in the listing of informational material on planning for the use of Canadian laymen. Canadian planning law and the co-operative building of neighbourhoods (the latter article by a member of a successful group) have occupied other issues. Your Committee is instructed to summarize the proceedings of the National Conference on Community Planning in a forthcoming issue. A limited supply of back numbers of LAYOUT FOR LIVING is available on request to Members of the Association.

Distribution

Including LAYOUT FOR LIVING, the office of the Association has sent out some 40,000 pieces of printed matter in the past nine months. The bulletin itself is mailed to 300 members, and to several hundreds of planning officials and agencies in Canada and abroad. These agencies are asked to send us their publications in exchange, and in a growing number of cases are doing so. Your Committee regarded complimentary distribution of the initial copies of LAYOUT FOR LIVING as a necessary prelude to the formation of active local groups of Members across the country. While such groups were consolidating, the distribution facilities of other agencies were put at our disposal,

in order that the widest possible sector of interested Canadians should learn of our formation and aims. Among these co-operating agencies should be mentioned:

- British Columbia Bureau of Reconstruction
- Canadian Association for Adult Education
- Canadian Federation of Mayors and Municipalities
- Canadian Information Service
- Canadian Legion
- Canadian Library Association
- Canadian Welfare Council
- Central Mortgage and Housing Corporation
- Department of Municipal Affairs, Saskatchewan
- Department of Planning and Development, Ontario
- Engineering Institute of Canada
- National Film Board
- National Film Society
- Royal Architectural Institute of Canada
- University Extension Departments

Your Committee is of the opinion that this promotional phase of the Association's bulletin is nearly completed, and that by the end of 1947 LAYOUT FOR LIVING should be directed predominantly to Members, to those contributing to the Association's work in other concrete ways, and to those who through the bulletin may be influenced to adopt the Association's views in formulating public programs or policies relative to planning.

Other material distributed by the CPAC office included the invitation to the National Conference, the Proceedings and some of the texts of addresses given at the 1946 Ottawa conference on community planning, and pamphlets in English and French made available in quantity by other Canadian planning agencies.

Your Committee has on file some scores of clippings from the press about the Association; a dozen or more articles have appeared in Canadian and American magazines on CPAC, in many cases written by those within its ranks. Meetings of the Council and of some of its Committees have been followed by press releases.

Graphic Material

The centre pages of LAYOUT FOR LIVING have regularly been designed for mounting as a notice board display. The Association has also procured two light folding displays, two films and a film-strip for the use of Branches. Particulars with regard to these may be obtained from the Secretary. In addition, CPAC has the opportunity to become a central clearing-house for Canadian groups desiring graphic non-technical planning information. A file of film and display catalogues is being built up, and your Committee recommends that this matter be further pursued.

Radio

The aims and activities of the Association have more than once been referred to in national or regional broadcasts of the CBC. Further opportunities in this direction should be sought.

Planning and Citizenship

Your Committee is of the opinion that CPAC can help to render both grade school and adult programs in citizenship more concrete. Common values and responsibilities can be demonstrated clearly by greater attention to the community's stake in the creation of its physical environment. We would suggest to our successors that approaches be made to education agencies at all levels, (where appropriate through the established provincial Divisions of CPAC) in order that more material on physical planning be introduced into texts and handbooks in civics and social studies.

In conclusion, your Committee is conscious that its task is probably the most critical one in the work of the national Council of the Association. The informational instruments forged under its direction can be improved only insofar as accurate and constructive "operational" reports come back from those who try to use these instruments in the field. (To those who have made such reports in our first year your Committee is grateful; it only wishes there could have been more of them.) Reference has been made above to some of the shortcomings manifested in our first year of experiment in non-technical planning information. Your Committee is encouraged by the evidence that growing numbers of people wish actively to share in this enterprise "to foster public understanding of, and participation in, community planning in Canada." In that fact lies the hope that what has been left undone in the first year may be done in the second or third, and that what has been done timidly or badly can be done with more confidence, and better.

Respectfully submitted,
A. J. HAZELGROVE,
Convener of Editorial Committee
A. H. ARMSTRONG,
Editor.

COMMUNITY PLANNING ASSOCIATION OF CANADA

APPLICATION FOR MEMBERSHIP

(Please type or print in block letters)

1. NAME: Mr. ☐ Mrs. ☐ Miss ☐ Organization ☐
(First names—please underline that commonly used) (Last Name)

2. ADDRESS: (Number) (Street) (Post Office) (Province)

3. TELEPHONE: OCCUPATION: (For organization state purpose and number of members.)

4. I WE WISH TO TAKE OUT: ☐ ACTIVE MEMBER (\$3.00 a year) RENEW: ☐ SUSTAINING MEMBER (\$25.00 a year) (for the year beginning Sept. 1, 1947)

5. DATE: 19 SIGNED: (If for organization, please say what office you hold)

6. THE FOLLOWING PERSONS OR ORGANIZATIONS MAY ALSO BE INTERESTED IN JOINING:

NAME	ADDRESS

OBJECT: To foster public understanding of, and participation in, community planning in Canada.

COUNTER CHEQUE: (Stamp) (Date) (Name of Bank and Address of Branch)
Pay to the Order of COMMUNITY PLANNING ASSOCIATION OF CANADA (\$ /100 Dollars.
Account No. (Signature)

Please make cheques or money orders payable at par to:
COMMUNITY PLANNING ASSOCIATION OF CANADA, 56 LYON STREET, OTTAWA